

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Change Order Request to Purchase Order No. 53242 (Staff recommends approval).

REQUESTED ACTION: Approve change to increase total by \$6,000.00

☐ Work Session (Report Only)

DATE OF MEETING: 5/25/10

☒ Regular Meeting

☐ Special Meeting

CONTRACT: ☒ N/A

Vendor/Entity: _____

Effective Date: _____

Termination Date: _____

Managing Division / Dept: _____

Budget & Purchasing

BUDGET IMPACT: \$6,000.00

☐ Annual

FUNDING SOURCE:

General Fund

☐ Capital

EXPENDITURE ACCOUNT:

001-100-519-4643

☐ N/A

HISTORY/FACTS/ISSUES:

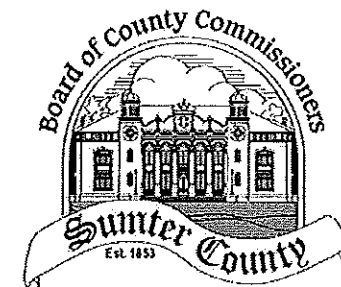
Purchase Order #53242 (Power Pro-Tech Services) increase request of \$6,000.00 will cover unanticipated repairs. The Detention Center generator currently requires \$2,073.00 in repairs.

Original PO amount - \$10,756.00

Change Order #1 approved by the BOCC on 2/23/10 - \$15,000.00

Exhibit A

CHANGE ORDER REQUEST FORM



PO Number 53242
 Vendor Power Pro-Tech Services
 PO Amount \$25,756.00
 Net Change Amount (-/+) + \$6,000.00

PLEASE CHANGE THE FOLLOWING ITEMS

Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code

PLEASE ADD THE FOLLOWING ITEMS

Item	Account	Description	Quantity	Unit Price	Amount

Cancel Entire Purchase Order ☐

Original Requestor's Signature _____

Cancel Item Numbers _____

Reason/Justification/Special Instructions:

Due to unanticipated repairs. The Detention Center Generator currently requires \$2,073.00 in repairs.

Original PO Amount - \$10,756⁰⁰
 Change Order #1 approved by BOCC on 2/23/10 -- \$15,000⁰⁰

Signature/Approvals

Department Head

Date

Division Director

Date

Budget & Purchasing Dept.

Date

County Administrator

Date

PURCHASE ORDER

PLEASE FURNISH MERCHANDISE BELOW FOR THE ACCOUNT OF

BOARD OF SUMTER COUNTY COMMISSIONERS

910 N. MAIN STREET, ROOM #201

TELEPHONE 352-793-0200

To

BUSHNELL, FLORIDA 33513-9402

DATE November 20, 2009

Power Pro-Tech Services
240 Circle Dr PO Box 919252
Maitland, FL 32754 Orlando, FL
32891-9252

DEPT. County Buildings

BY *[Signature]*

FUND	ACCOUNT NO.	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
001-100-519-4643		<i>P</i> 1	BLANKET PURCHASE ORDER FOR POWER PRO-TECH Maintenance inspections for the generators <i>contract</i>	10,756.00	10,756.00
TERMS:				TOTAL	10,756.00

*Original PO
amt.*

DELIVER TO: _____

BOARD OF SUMTER COUNTY COMMISSIONERS

AUTHORIZED BY: *[Signature]*

**NOTE: ONLY ORIGINAL INVOICES
WILL BE CONSIDERED FOR PAYMENT**

DISTRIBUTION:

BLUE COPY - TO BOARD OF COUNTY COMMISSIONERS
WHITE COPY - TO VENDOR
CANARY COPY - TO DEPARTMENT HEAD
GREEN COPY - TO BOARD OF COUNTY COMMISSIONERS

THIS IS TO CERTIFY THAT THE ABOVE GOODS WERE RECEIVED AND THAT THEY WERE OF THE QUANTITY AND QUALITY ORDERED AND PAYMENT FOR SAME IS HEREBY APPROVED.

BY: _____ DATE: _____

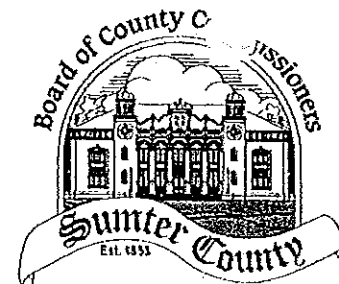
OFFICER OR DEPT. HEAD

- MAIL INVOICE TO BOARD OF COUNTY COMMISSIONERS
- PLEASE SHOW OUR PURCHASE ORDER NUMBER ON ALL INVOICES
- EACH SHIPMENT MUST BE COVERED BY A SEPARATE INVOICE
- THE COUNTY OF SUMTER IS EXEMPT FROM STATE SALES AND USE TAX AND FEDERAL EXCISE TAXES. STATE SALES AND USE TAX CERTIFICATE NUMBER 85-8012622366C-3.

Exhibit A

Change Order #1

CHANGE ORDER REQUEST FORM

COPY

PO Number 53242
Vendor Power Pro Tech Services
PO Amount \$10,756.00
Net Change Amount (-/+) \$15,000.00

PLEASE CHANGE THE FOLLOWING ITEMS						
Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code

PLEASE ADD THE FOLLOWING ITEMS					
Item	Account	Description	Quantity	Unit Price	Amount

Cancel Entire Purchase Order ☐

Original Requestor's Signature _____

Cancel Item Numbers _____

Reason/Justification/Special Instructions: The increase of \$15,000.00 on this Purchase order will be to cover inspections and repairs for the remainder of this fiscal year 09/10.

Signature/Approvals

Department Head

Date

Division Director

Date

Budget & Purchasing Dept.

Date

County Administrator

Date

2-23-10
NRB(1) S

COPY

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Change Order Request to Purchase Order No. 53242 (Staff Recommends Approval).
REQUESTED ACTION: Approve change to increase total by \$15,000.00

☐ Work Session (Report Only) **DATE OF MEETING:** 2/23/2010
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☒ N/A Vendor/Entity: _____
Effective Date: _____ Termination Date: _____
Managing Division / Dept: Budget & Purchasing

BUDGET IMPACT: \$15,000.00
☐ Annual **FUNDING SOURCE:** General Fund
☐ Capital **EXPENDITURE ACCOUNT:** 001-100-519-4643
☐ N/A

HISTORY/FACTS/ISSUES:

Purchase Order #53242 (Power Pro-Tech Services) increase request of \$15,000.00 will cover inspections and repairs for the remainder of this fiscal year 09/10 for County Buildings Generators; therefore, requires a Change Order to be processed.

APPROVED

FEB 23 2010